



# Arizona Department of Revenue

## License & Registration Section

PO Box 29032 • Phoenix AZ 85038-9032

Phoenix: (602) 542-4576 • Toll-free: (800) 634-6494 (from area codes 520 and 928)

### TRANSACTION PRIVILEGE/USE/WITHHOLDING TAX LICENSE UPDATE

Taxpayer or Legal Business Name on Current License Number (*Please print*)

License Number(s)

EIN

#### SECTION A. License Type

- ☐ Transaction Privilege Tax (TPT)  
☐ Withholding/Unemployment Tax (*if hiring employees*)  
☐ Use Tax

#### SECTION B. Change Requested / Fees

Please check boxes below to indicate the change in your account, and **complete Sections C through G to verify or correct all license information.** Asterisked (\*) changes to Transaction Privilege Tax accounts are subject to a fee of \$12 per location for the state fee and city fees are listed on the back of this form. There are no fees for Use Tax or Withholding registration.

STATE FEE: \_\_\_\_\_  
CITY FEE(S): \_\_\_\_\_  
(from back page)  
TOTAL FEE(S): \_\_\_\_\_

- |  |  |
|--|--|
| <input type="checkbox"/> Business name or DBA name change *                                      | <input type="checkbox"/> Duplicate license *                 |
| <input type="checkbox"/> Mailing address change  | <input type="checkbox"/> Add city license (see other side) * |
| <input type="checkbox"/> Business location change *  | <input type="checkbox"/> Reinstate Effective Date _____      |
| <input type="checkbox"/> Additional business or rental location(s) filing consolidated reports * | <input type="checkbox"/> Cancel effective date _____         |

#### SECTION C. BUSINESS NAME AND ADDRESS

Legal Business Name / Owner / Employing Unit

Business or "Doing Business As" Name

Mailing Address (Street Name or PO Box), City, State, Zip

Country

E-mail address

Business Phone Number

Fax Number

( )

( )

Physical Location Business or Rental (NOT a PO Box)

☐ Check here if this is added location

County

#### SECTION D. IDENTIFICATION OF OWNER (and Spouse if married) Partners, Corporate Officers, Members (or Managing Members) or Officials of this employing unit

A. Name (Last, First, MI)

B. Soc. Sec. No.

C. Title

D. % Owned

E. Complete Residence Address

F. Phone Number

					( )
					( )
					( )
					( )

If the owner, partners, corporate officers or combination of partners or corporate officers, members and/or managing members own or control more than 50% of another business in Arizona, attach a list of the businesses, percentages owned and unemployment insurance account numbers.

#### SECTION E. LOCATION OF TAX RECORDS

Location of Tax Records (Street Address, City, State and ZIP code):

Name of Company or person to Contact

Phone Number

( )

**SECTION F. CITY LICENSES** (Indicate affected cities in "Total" column.)

Date you started business in cities \_\_\_\_\_

City/Town	Code	Fee	No. of Loc	Total	City/Town	Code	Fee	No. of Loc	Total	City/Town	Code	Fee	No. of Loc	Total
Apache Junction	AJ	2.00			Goodyear	GY	5.00			Sahuarita	SA	5.00		
Benson	BS	5.00			Guadalupe	GU	2.00			San Luis	SU	2.00		
Bisbee	BB	1.00			Hayden	HY	5.00			Sedona	SE	2.00		
Buckeye	BE	2.00			Holbrook	HB	1.00			Show Low	SL	2.00		
Bullhead City	BH	2.00			Huachuca City	HC	2.00			Sierra Vista	SR	1.00		
Camp Verde	CE	2.00			Jerome	JO	2.00			Snowflake	SN	2.00		
Carefree	CA	10.00			Kearny	KN	2.00			Somerton	SO	2.00		
Casa Grande	CG	2.00			Kingman	KM	2.00			South Tucson	ST	2.00		
Cave Creek	CK	20.00			Lake Havasu	LH	5.00			Springerville	SV	5.00		
Chino Valley	CV	2.00			Litchfield Park	LP	2.00			St. Johns	SJ	2.00		
Clarkdale	CD	2.00			Mammoth	MH	2.00			Superior	SI	2.00		
Clifton	CF	2.00			Marana	MA	5.00			Surprise	SP	10.00		
Colorado City	CC	2.00			Maricopa	MP	2.00			Taylor	TL	2.00		
Coolidge	CL	2.00			Miami	MM	2.00			Thatcher	TC	2.00		
Cottonwood	CW	2.00			Oro Valley	OR	12.00			Tolleson	TN	2.00		
Douglas	DL	5.00			Page	PG	2.00			Tombstone	TS	1.00		
Duncan	DC	2.00			Paradise Valley	PV	2.00			Wellton	WT	2.00		
Eagar	EG	10.00			Parker	PK	2.00			Wickenburg	WB	2.00		
El Mirage	EM	2.00			Patagonia	PA	25.00			Willcox	WC	1.00		
Eloy	EL	10.00			Payson	PS	2.00			Williams	WL	2.00		
Florence	FL	2.00			Pima	PM	2.00			Winkelman	WM	2.00		
Fountain Hills	FH	2.00			Pinetop/Lakeside	PP	2.00			Winslow	WS	10.00		
Fredonia	FD	10.00			Prescott Valley	PL	2.00			Youngtown	YT	10.00		
Gila Bend	GI	2.00			Quartzsite	QZ	2.00			Yuma	YM	2.00		
Gilbert	GB	2.00			Queen Creek	QC	2.00							
Globe	GL	2.00			Safford	SF	2.00							

**NOTE:** City fees are subject to change occasionally. You will be billed for the difference.

Indian Reservation (County)	Code	Indian Reservation (County)	Code	Indian Reservation (County)	Code	Indian Reservation (County)	Code
Ak-Chin (Pinal)	PNA	Hopi (Coconino)	COJ	Pascua-Yaqui (Maricopa)	MAN	Tohono O'Odham (Pinal)	PNT
Cocopah	YMB	Hopi (Navajo)	NAJ	Pascua-Yaqui (Pima)	PMN	Tonto Apache (Gila)	GLU
Colorado River (La Paz)	LAC	Hualapai (Coconino)	COK	Salt River Pima-Maricopa (Mar.)	MAO	White Mtn Apache (Apache)	APD
Fort McDowell-Yavapai (Mar.)	MAE	Hualapai (Mohave)	MOK	San Carlos (Apache (Gila)	GLP	White Mtn Apache (Gila)	GLD
Fort Mohave (Mohave)	MOF	Kaibab-Paiute (Coconino)	COL	San Carlos Apache (Graham)	GRP	White Mtn Apache (Graham)	GRD
Fort Yuma-Quechan (Yuma)	YMG	Kaibab-Paiute (Mohave)	MOL	San Carlos Apache (Pinal)	PNP	White Mtn Apache (Navajo)	NAD
Gila River (Maricopa)	MAH	Navajo (Apache)	APM	San Juan Southern Paiute	COQ	Yavapai Apache (Yavapai)	YAW
Gila River (Pinal)	PNH	Navajo (Coconino)	COM	Tohono O'Odham (Maricopa)	MAT	Yavapai Prescott (Yavapai)	YAX
Havasupai (Coconino)	COI	Navajo (Navajo)	NAM	Tohono O'Odham (Pima)	PMT		

**SECTION G. SIGNATURE of Individual legally responsible for the business (required)**

UNDER PENALTY OF PERJURY I DECLARE THAT THE INFORMATION ON THIS DOCUMENT IS TRUE AND CORRECT.

Type or Print Name	Title	Signature	Date
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**THIS APPLICATION MUST BE COMPLETED, SIGNED AND RETURNED AS PROVIDED BY ARS § 23-722** Equal Opportunity  
Employer/Program • This document available in alternative formats by contacting the UI Tax Office.